

# **SOUTH DAKOTA COSMETOLOGY COMMISSION (DRAFT) MEETING MINUTES**

**October 5, 2015**

## **CALL MEETING TO ORDER**

A conference call meeting of the Cosmetology Commission was called to order by President Tammy Ugofsky on Monday, October 5, 2015 at 3:30 pm. The meeting was held via conference call.

## **1. ROLL CALL**

Attendance was taken by Secretary-Treasurer Laurie Brandner, with the following members present: President Tammy Ugofsky, Lori Berreth, Laurie Brandner, Crystal Carlson, and Lori Little. Staff present: Executive Director Kate Boyd and Attorney Aaron Arnold. Also present was Fallon Helm.

## **2. FALLON HELM - Request for approval of instructor education with The Salon Professional Academy in combination with Work Experience and Alternative Senior Instructor**

Fallon Helm was present on the conference call to explain her request that the Commission modify its policy regarding senior instructor education for those individuals who do not become licensed as senior instructor after first completing a junior instructor program. Her request included: (1) Allowing 300 Hours of the 1000 Hours of required instructor education for individuals who have 1-2 years of salon experience; and (2) Approval of The Salon Professional Academy to provide up to 700 hours of instructor education. She noted that The Salon Professional Academy has an instructor education program that is open to any individual seeking an instructor license, not just for their school, but also to get licensed to work as an instructor elsewhere.

The Commission reviewed the current "Work Experience & Alternate Education for Senior Instructor License" policy. It was noted that if the Commission approves the above two additional to the Alternative Method of Seeking Licensure as a Senior Instructor, an individual seeking a Senior Instructor license through the Alternative Method will still be required to take the Instructor State Board Exams.

IT WAS MOVED BY LORI BERRETH, SECONDED BY LAURIE BRANDNER, TO APPROVE CREDIT FOR 300 HOURS OF EDUCATION AND UP TO 700 HOURS OF INSTRUCTOR EDUCATION FROM THE SALON PROFESSIONAL ACADEMY FOR INDIVIDUALS SEEKING A SENIOR INSTRUCTOR LICENSE THROUGH THE WORK EXPERIENCE & ALTERNATE EDUCATION FOR A SENIOR INSTRUCTOR. THE MOTION PREVAILED ON A ROLL CALL VOTE WITH LORI BERRETH, LAURIE BRANDNER, CRYSTAL CARLSON, LORI LITTLE AND TAMMY UGOFSKY VOTING AYE.

## **3. IOWA SCHOOL OF BEAUTY**

Andrew Oswald, Vice President of Iowa School of Beauty had attended the September 25, 2015 Commission meeting in Sioux Falls to apologize for the actions of their former school director of their Sioux City school in falsifying electric file training hours. His attendance and presentation to the Commission on September 25 had been as the result of action taken by the Commission

during an August 19, 2015 conference call meeting that rescinded approval of Iowa School of Beauty as a pre-approved provider of the 8-hour electric file education required by South Dakota law, and rescinded the Commission's policy of accepting 400 hours of nail technician education directly from the school. He also had provided steps that the school had taken to ensure that this kind of conduct does not occur in the future. The Commission had not taken any action during the September 25 meeting.

Executive Director Kate Boyd informed the Commission that Mr. Oswald knew that the Commission was going to discuss this at the October 5 meeting and had indicated he would be available via telephone if the Commission wanted further input from him. At this time the Commission discussed the steps outlined by Mr. Oswald at the September 25 meeting.

IT WAS MOVED BY CRYSTAL CARLSON, SECONDED BY LAURIE BRANDNER, TO REINSTATE IOWA SCHOOL OF BEAUTY-SIOUX CITY AS A PRE-APPROVED PROVIDER OF 8-HOUR ELECTRIC FILE EDUCATION. THE MOTION PREVAILED ON A ROLL CALL VOTE WITH LORI BERRETH, LAURIE BRANDNER, CRYSTAL CARLSON, LORI LITTLE AND TAMMY UGOFKY VOTING AYE.

IT WAS MOVED BY LAURIE BRANDNER, SECONDED BY LORI BERRRETH, TO REINSTATE ACCEPTANCE OF 400 HOURS OF NAIL TECHNICIAN EDUCATION DIRECTLY FROM IOWA SCHOOL OF BEAUTY-SIOUX CITY. It was noted that the school is required to teach the nail technician students South Dakota Laws and Rules. THE MOTION PREVAILED ON A ROLL CALL VOTE WITH LORI BERRETH, LAURIE BRANDNER, CRYSTAL CARLSON, LORI LITTLE AND TAMMY UGOFKY VOTING AYE.

#### **4. FLORIDA NAIL TECHNICIAN RECIPROCITY APPLICANTS**

Executive Director Kate Boyd brought to the Commission's attention that the Florida Board of Cosmetology does not require testing nor licensure of nail technicians. They simply register a nail technician after they have completed 240 hours of education. Since South Dakota law allows for issuance of a temporary license to a reciprocity applicant "who has passed an examination acceptable to the commission in cosmetology, nail technology, or esthetics, as applicable." In accordance with South Dakota law, the Commission office will not issue temporary licenses to any reciprocity applicant who has not taken examinations prior to licensure.

It was agreed that further research needs to be done with regard to issuing temporary licensed to individuals seeking licensure in our state through reciprocity or who have completed education in other states but not taken State Board examinations or have taken and failed examinations.

#### **5. STEWART SCHOOL REQUEST TO ALLOW EARLY TESTING FOR STUDENTS APPROACHING GRADUATION FROM A SOUTH DAKOTA COSMETOLOGY SCHOOL**

At the September 25, 2015 Commission meeting, Stewart School had submitted a written request for the Commission to allow early State Board examination testing for students approaching graduation from South Dakota cosmetology school so that the student can be fully licensed when they complete their education. The hours they were proposing for pre-graduation testing were:

1900 Hours for Cosmetology Students (200 hours early)  
350 Hours for Nail Technician Students (50 hours early)  
500 Hours for Esthetics Students (100 hours early)

It was suggested that since the Commission is planning to undergo the revision of education hour requirements, this subject should be delayed until that time.

The Commission plans to schedule a meeting and invite the cosmetology schools to attend to discuss: (1) development of a hair design license and (2) Instructor Education Requirements. Discussion of setting a threshold for early testing can take place during that meeting as well.

## **6. PROOF OF HIGH SCHOOL GRADUATION AND TRANSLATION/VERIFICATION OF FOREIGN DOCUMENTS**

During the September 25, 2015 meeting, the Commission had voted to not accept the home-school transcript of Heather Anderson who wants to enroll in the LATI cosmetology program. Since then, the Commission office has received further information from LATI representatives who indicated that they administer the Accuplacer exam for students who do not have a high school diploma. The Commission also reviewed information from the South Dakota Department of Education regarding the program the state implemented four years ago named the South Dakota Virtual School to accommodate home-schooled students. Under this program the family is required to work through the school district and adhere to state guidelines and take approved on-line courses and then take required examinations to receive a diploma or obtain a GED.

At this time, 4:50 pm, Commission member Crystal Carlson left the meeting.

IT WAS MOVED BY LORI LITTLE, SECONDED BY LAURIE BRANDNER, TO NOT ACCEPT THE ACCUPLACER EXAM AS PROOF OF HIGH SCHOOL GRADUATION. THE MOTION PREVAILED ON A ROLL CALL VOTE WITH LORI BERRETH, LAURIE BRANDNER, LORI LITTLE AND TAMMY UGOFKY VOTING AYE AND MEMBER CRYSTAL CARLSON, ABSENT AND NOT VOTING.

## **7. OTHER BUSINESS**

### **Cosmetology Practical Exam - Cold Curling Irons**

#### **Esthetics Practical Exam - Mannequin Faces**

At the recent NIC Conference, the staff and commission members present had learned that most states use cold curling irons for that portion of the Cosmetology practical exam and South Dakota is only one of two states that still use a live model for the Esthetics practical exam.

IT WAS MOVED BY LAURIE BRANDNER, SECONDED BY LORI LITTLE, TO IMPLEMENT THE USE OF COLD CURLING IRONS FOR THE COSMETOLOGY PRACTICAL EXAM AND MANNEQUIN FACES FOR THE ESTHETICS PRACTICAL EXAM. THE MOTION PREVAILED ON A ROLL CALL VOTE WITH LORI BERRETH, LAURIE BRANDNER, LORI LITTLE AND TAMMY UGOFKY VOTING AYE AND MEMBER CRYSTAL CARLSON, ABSENT AND NOT VOTING.

**ADJOURN**

IT WAS MOVED BY LAURIE BRANDNER, SECONDED BY LORI BERRETH, TO ADJOURN. THE MOTION PREVAILED ON A ROLL CALL VOTE WITH LORI BERRETH, LAURIE BRANDNER, LORI LITTLE AND TAMMY UGOFKY VOTING AYE AND MEMBER CRYSTAL CARLSON, ABSENT AND NOT VOTING.

Respectfully submitted,

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Executive Director

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Secretary-Treasurer